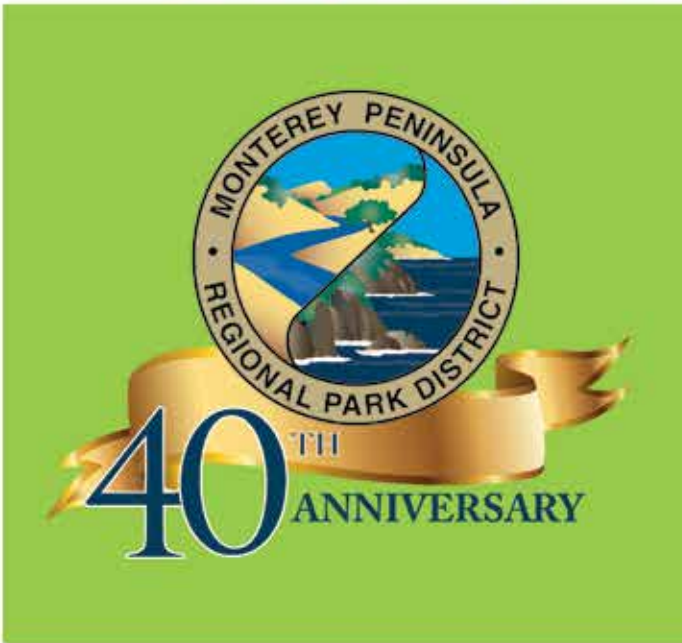


# GENERAL MANAGER



Monterey Peninsula  
Regional Park District



## UNIQUE OPPORTUNITY

The Monterey Peninsula Regional Park District invites your interest in this leadership position for an organization whose mission is *“to acquire and maintain open space in the District for preservation and use, working with partners and the community, for public benefit, enjoyment and environmental protection.”*

## THE REGION

The Monterey Peninsula and Big Sur coast comprise one of the world’s most spectacular shorelines, skirted with cypress trees, rugged shores, and crescent-shaped bays. Residents and visitors alike benefit from the spectacular natural beauty of the Monterey Peninsula. Adventure-seekers, seafarers, artists, writers, and vacationers find the area ideal for work and for play.

Because of its climate and location, the Peninsula affords locals and tourists ample recreation and leisure activities including wine tasting in the Carmel Valley, art gallery hopping in beautiful Carmel-by-the-Sea, hiking the wild trails of Big Sur, golfing on one of the areas numerous championship golf courses, or watching the hang gliders in Marina and Seaside.

The Monterey Peninsula is an area of ever increasing economic and communal diversity. Monterey has three military installations and an increasing number of educational facilities, in addition to its breathtaking scenery. Embracing family, prosperity and a commitment to a better way of living, the Monterey Peninsula is a thriving region, offering rich culture, strong business and industry, quality education, and unmatched hospitality.

## THE DISTRICT

The Monterey Peninsula Regional Park District (MPRPD) was established by voters in 1972 and entrusted to acquire lands for the express purpose of preserving open space and providing recreational opportunities. Since its inception, the

District has successfully protected approximately 12,500 acres of open space and has acquired, or helped acquire a total of 24 parks and open spaces.

The District’s current boundaries cover over 500 square miles and include the seven incorporated cities on the Monterey Peninsula, Carmel Valley, Pebble Beach and the Big Sur Coast. The District is governed by an elected Board of Directors who represents the citizens in each of five wards.

## District Mission Statement

**Open Space Acquisition** – To acquire for preservation and/or use in perpetuity the maximum amount of significant open space areas in the District for public benefit and enjoyment within the financial capability of the District.

**Environmental Protection** – To protect natural ecosystem processes, cultural and historical sites and artifacts, plant and animal populations, watersheds and wetlands, visual resources and environmental quality.

**Public Use and Enjoyment** – To provide natural and developed environments which enhance the public’s appreciation and understanding of open space and community through appropriate recreational, inspirational and educational activities.

**Community Involvement** – To encourage community involvement in the acquisition and management of open space lands through joint projects with local governments and organizations, and through citizen participation at Board meetings, in citizen advisory committees, and day-to-day communication.

MPRPD operates primarily with funding from a ½ percent allocation of the property tax collected within the District: for every \$100,000 of property value, the District receives approximately \$5.00 for open space acquisition and operations. The District has also been extremely successful in obtaining grants from state and federal sources that







have nearly matched every local dollar received. In 2004 voters in the District approved a ballot measure creating the MPRPD Parks, Open Space and Coastal Preservation benefit assessment district, assessing approximately \$22/year per single family dwelling equivalent.

District resources include 14 full-time employees and a FY 2012-13 budget of approximately \$6 million.

Visit the District website at [www.mprpd.org](http://www.mprpd.org)

## THE GENERAL MANAGER

Reporting to, and appointed by the District's elected Board of Directors, the General Manager is responsible for planning, organizing, directing and coordinating all activities and functions of the District and carrying out related board policies. Essential functions of the General Manager include: (1) budgeting, financial management, and fiscal policy implementation; (2) representing the District in all community relations; (3) administering a variety of complex real property and capital acquisition programs and projects, grant programs and future application opportunities, resource conservation and development, and daily operations; (4) managing the professional and technical staff; and (5) performing a variety of associated administrative activities in support of the Board of Directors.

The General Manager leads a talented workforce of 13 full-time employees. Direct reports to the General Manager include a Finance Director, Human Resources Director, Planning & Conservation Manager, Environmental Education Supervisor, and seven Park Rangers.

## PRIORITIES & OPPORTUNITIES

In addition to overseeing the day-to-day operations of the District, the new General Manager will be expected to invest energy in additional strategic priorities. The following issues represent a partial list of items that will warrant the GM's attention:

- The voter-approved benefit assessment district is set to expire in 2019. Efforts to advocate for renewal of this supplemental revenue stream will be a key priority, along with seeking other creative sources of revenue to support MPRPD's ongoing efforts to preserve and protect park and open space.
- Pursuing opportunities to build the District through land acquisition.
- Developing master plans for the District's newer properties – the new General Manager will lead the District through exciting strategic planning and implementation processes.
- Integrating into the community to maintain existing positive relationships and develop new partnerships/collaborations for the benefit of District residents.
- Focus efforts on reaching out to the region's under-served communities to appreciate the benefits of District properties and programs.
- Further integrating environmental education into the District's recreational programming.

## THE IDEAL CANDIDATE

The ideal candidate will be an experienced manager/administrator who is well-versed in the management of an organization's operations including finance, personnel, and long-range planning. Model candidates will be skilled in partnership building both inside the organization and with external stakeholders. Highly qualified candidates will be able to effectively manage within a public agency environment with numerous governmental policies and practices, and will have knowledge of land use planning and acquisition. Successful candidates will possess the ability to lead the organization through positive change. This collaborative, enthusiastic and results-oriented leader will bring outstanding communication, interpersonal and consensus-building skills and must be able to work cooperatively with the District's management team and with the District's elected officials who maintain a keen interest in the workings of the organization. A healthy sense of humor and an optimistic attitude will complement the District's energetic and dedicated team.





Specific requirements are as follows:

#### Qualifications

**Experience:** At least ten years of increasingly responsible public land, managerial and administrative experience, preferably in parks and recreation administration, public administration, natural resources management, or related field. AND:

**Education:** A Bachelor's degree from an accredited college or university is required with major course work in parks and recreation administration, public administration, natural resources management, or related field. A Master's degree is desirable.

#### COMPENSATION AND BENEFITS

The salary is negotiable and will depend on the qualifications of the successful candidate. The District also offers an attractive benefits package with the following elements:

- **Retirement** – CalPERS 2%@ 62 (based on final three years); District pays employee's 7% contribution.
- **Health Insurance** – Anthem Blue Cross plan; District pays up to \$1,281 for employee and dependents.
- **Vision Insurance** – VSP Plan fully paid for employee; 50% for spouse/family.
- **Dental Insurance** – Delta Dental Premier plan fully paid for employee; 50% for spouse/family.
- **Life Insurance/Long Term Disability** – fully paid for employee.
- **Flexible Spending Accounts** – medical and dependent care plans.
- **Holidays** – 12 days/year plus up to 4 floater holidays/year (employee may bank up to 8 holidays/year).
- **Vacation** – accrued monthly starting at 11 days/year.
- **Sick Leave** – accrued at the rate of one day/pay period.
- **Deferred Compensation** – optional CalPERS 457 plan available.

#### APPLICATION AND SELECTION PROCEDURE

To be considered for this exceptional career opportunity, submit your resume, cover letter, a list of four work-related references and current salary by **Friday, April 19, 2013**. Resume should reflect years **and** months of employment, beginning/ending dates as well as size of staff and budgets you have managed. Forward your materials to Stuart Satow:



CPS HR Consulting  
241 Lathrop Way  
Sacramento, California 95815  
Tel: 916 263-1401  
Fax: 916 561-7205

E-mail: [resumes@cps.ca.gov](mailto:resumes@cps.ca.gov)  
Website: [www.cps.ca.gov/search](http://www.cps.ca.gov/search)

Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultant in late April. CPS HR Consulting will report the results to the Monterey Peninsula Regional Park District. The District will then select candidates to be invited to participate in an assessment process at District headquarters in Monterey scheduled for the **week of June 6th**. An offer of appointment is expected shortly thereafter following extensive reference and background checks. For additional information about this position please contact Stuart Satow.



*The Monterey Peninsula Regional Park District  
is an equal opportunity employer and values  
diversity at all levels of its workforce.*

